

TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL



Produced by
CATS on 9/22/00

NASA/GODDARD SPACE FLIGHT CENTER

REQUEST FOR TASK PLAN / TASK ORDER

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CONTRACTOR	CONTRACT NO / TASK NO	JOB ORDER NUMBER	APPROP. FY
QSS Group, Inc.	NAS5-99124 391	410-287-17-11-89	00

TASK TITLE
MAP Electrical Services for Observatory I&T

APPROVALS

ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR)	DATE	ORG CODE	MAIL CODE	PHONE
Nancy Stafford <i>Nancy Stafford</i>	9-22-00	568	410.4	301-286-9737
BRANCH HEAD	DATE	CODE		PHONE
Fred Huegel <i>Fred Huegel</i>	9-22-00	568		301-286-2285
CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)	DATE	CODE		PHONE
Robert S. Lebair, Jr. <i>Robert S. Lebair, Jr.</i>	9/26/00	560		301-286-6588

FLIGHT HARDWARE, CRITICAL GSE OR SOFTWARE? (IF YES, NEED CODE 303 CONCURRENCE NEXT BLOCK)	CONTRACTING OFFICER'S QUALITY REP.	DESIGNATED FAM
<input type="radio"/> NO <input checked="" type="radio"/> YES	<i>See for L. Moon</i> Larry Moon	Ronald Kolecki

The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs.	(To be completed by Contracting Officer) C.O. Requested Quote on: Date:
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Contractor will develop specification or statement of work under this task.	<input checked="" type="radio"/> NO <input type="radio"/> YES
Flight hardware will be shipped to GSFC for testing prior to final delivery.	<input checked="" type="radio"/> NO <input type="radio"/> YES <input type="radio"/> N/A
Government Furnished Property/Facilities:	<input type="radio"/> NO <input checked="" type="radio"/> YES -- SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)
Onsite Performance:	<input type="radio"/> NO <input checked="" type="radio"/> YES If yes: <input checked="" type="radio"/> TOTAL <input type="radio"/> PARTIAL
Surveillance Plan Attached:	<input checked="" type="radio"/> NO <input type="radio"/> YES If partial, indicate onsite work in SOW by asterisk (*)

Highlighted Contract Clauses: (To be completed by Contracting Officer)

Per Clause H.14, Task Ordering Procedure, subparagraph (f), the effective date of this task order shall be 10/1/00.

INCENTIVE FEE STRUCTURE (check one)					
(See Contract NAS5-99124, Attachment K, Incentive Fee Plan)					
	<input type="radio"/> No. 1	<input type="radio"/> No. 2	<input checked="" type="radio"/> No. 3	<input type="radio"/> No. 4	<input type="radio"/> No. 5
Cost	10%	50%	25%	25%	10%
Schedule	15%	25%	25%	50%	45%
Technical	75%	25%	50%	25%	45%

(To be completed by Contracting Officer)

The target cost of this task order is \$ 350,436

The target fee of this task order is \$ 16,074

The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of the contract is \$ 366,510

The maximum fee is \$ 23,493

The minimum fee is \$0.

AUTHORIZED SIGNATURE	THIS TASK ASSIGNMENT IS ISSUED ACCORDING TO THE CONTRACT CLAUSE "TASK ASSIGNMENTS AND REPORTS"	
<i>Theresa J. Becker</i>	12/12/00	Theresa J. Becker
SIGNATURE OF CONTRACTING OFFICER	DATE	TYPED NAME OF CONTRACTING OFFICER

CONTRACTOR'S ACCEPTANCE	
AUTHORIZED SIGNATURE	DATE

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QSS Group, Inc.	NAS5-99124	391		6/15/01

Applicable paragraphs from contract Statement of Work:

STATEMENT OF WORK: (See page 3)**PERFORMANCE SPECIFICATIONS:**

All activities involving Flight Hardware shall be in compliance with and adhere to the procedures specified in (1) MAP Quality Manual, MAP-MSN-MGMT-22 and appendices thereto, and (2) MIL-STD-1773. All documentation shall be configured in accordance with the MAP Configuration Management Plan, MAP-MSN-MGMT-21. All activities shall be in accordance with Goddard safety and engineering standards, procedures and guidelines.

Technical Progress Report: Acceptable performance is that the ATR is satisfied that (s)he is being kept informed of the status of work performed and of issues requiring his/her attention. Report to include: (1) summary of monthly progress; (2) plans for next month; (3) problems; (4) issues; and (5) resolution of problems/issues.

Management: Performance will be measured against the following metrics: (1) accomplishment of objectives; (2) clear, incremental progress; (3) responsiveness to issues; (4) efficient and appropriate staffing; and (5) coordination with and good working relationship with ATR and other related contractor efforts, if applicable.

Technicians shall be ESD, Crimping and Soldering certified throughout performance period.

APPLICABLE DOCUMENTS:

- (1) MIL-STD-1773
- (2) MAP Quality Manual, MAP-MSN-MGMT-22 and appendices thereto
- (3) MAP Configuration Plan, MAP-MSN-MGMT-21
- (4) GSFC ISO 9000

MILESTONES/DELIVERABLES AND DATES:**Absolute**

<u>Due Date</u>	<u>Milestone/Deliverable Description</u>
10/13/00	Observatory Integration services
12/1/00	Observatory environmental test prep services
2/21/01	Pre-ship preparation services
4/18/01	Launch site activities

Periodic

<u>Due Date</u>	<u>Milestone/Deliverable Description</u>
Monthly <input checked="" type="checkbox"/>	Technical Progress Report: 15th of the month

Relative

<u>Due Date</u>	<u>Milestone/Deliverable Description</u>
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QSS Group, Inc.	NAS5-99124	391		6/15/01

PERFORMANCE STANDARDS:

Schedule: On-time delivery/completion of the deliverables/milestones

Technical: ATR's acceptance of each of the deliverables

FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):

Nancy Stafford building 29, room 360

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Contract NAS5-99124

STATEMENT OF WORK:Task #: **391***This is a follow-on to Task 231 under this contract; uninterrupted transition is required.*

Contractor shall provide for completion of the observatory environmental testing preparations started under Task 231. These preparations include GSE harness fabrication and verification; test thermal hardware bonding, wiring, harness routing and terminations;

Instrument and spacecraft harness integration, lead shielding after integration, and harness readiness for environmental testing are to be completed to meet the technical and schedule requirements.

The contractor shall provide services to fabricate, verify and integrate trim resistor brackets to the spacecraft according to documentation provided by the MAP Electrical Systems Engineer.

The contractor shall provide services for the electrical system integration and testing for the Microwave Anisotropy Probe (MAP) Observatory. These services shall include the responsibility for extensive trouble shooting of the MAP Electrical Subsystem and associated components, the execution of test procedures and test scripts, as well as the identification, explanation and resolution of problems encountered during testing.

The following specific activities are required:

- Maintain a daily updated event log on all activities performed each day for the purpose of documentation of activity status and historical events.
- Attend daily standup meetings. Obtain priorities of technical support required for the electrical system.
- Provide extensive and comprehensive trouble shooting on identified issues within the electrical system and identify specific problem(s). Report results (written or verbal as required by the ATR) to ATR or other identified leads for the activity.
- As a member of the testing team implement test procedures/test scripts, and provide written test reports following the test to the task ATR.
- Participate in all testing for the MAP instrument and spacecraft, which involves the electrical system.
- Serve as the trained electrical technician(s) for using the various electrical equipment such as: Attenuators, O/E Converters, Power Meters, Optical Time Domain Reflectometers (OTDR), Oscilloscope, Multi-Meters, etc.